Michigan Deptartment of Treasury 496 (2-04) Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.	eport						
Local Government Type City Township Village Ot	Local Government Name		County				
Audit Date Opinion Date	Date Accountant	Report Submitted to State:					
We have audited the financial statements of accordance with the Statements of the Grandial Statements for Counties and Local	overnmental Accounting Standar	ds Board (GASB) and the	Uniform Reporting Format fo				
We affirm that:							
We have complied with the Bulletin for the second sec	ne Audits of Local Units of Govern	ment in Michigan as revised					
We are certified public accountants regis	stered to practice in Michigan.						
We further affirm the following. "Yes" respon comments and recommendations	ses have been disclosed in the fir	nancial statements, including	the notes, or in the report of				
You must check the applicable box for each i	tem below.						
Yes No 1. Certain component	units/funds/agencies of the local ι	unit are excluded from the fin	ancial statements.				
Yes No 2. There are accumula 275 of 1980).	ated deficits in one or more of th	is unit's unreserved fund ba	alances/retained earnings (P.A.				
Yes No 3. There are instance amended).	s of non-compliance with the Ur	niform Accounting and Budo	geting Act (P.A. 2 of 1968, as				
<u> </u>	violated the conditions of either order issued under the Emergence		Municipal Finance Act or its				
<u> </u>	s deposits/investments which do 29.91], or P.A. 55 of 1982, as am		equirements. (P.A. 20 of 1943,				
Yes No 6. The local unit has b	een delinquent in distributing tax r	evenues that were collected	for another taxing unit.				
Yes No 7. pension benefits (n	violated the Constitutional requirormal costs) in the current year. In the normal cost requirement, no	If the plan is more than 100	0% funded and the overfunding				
Yes No 8. The local unit uses (MCL 129.241).	credit cards and has not adopt	red an applicable policy as	required by P.A. 266 of 1995				
Yes No 9. The local unit has n	ot adopted an investment policy a	s required by P.A. 196 of 199	97 (MCL 129.95).				
We have enclosed the following:		Enclosed	To Be Not Forwarded Required				
The letter of comments and recommendation	ns.						
Reports on individual federal financial assist	ance programs (program audits).						
Single Audit Reports (ASLGU).							
Certified Public Accountant (Firm Name)							
Street Address	City	St	ate ZIP Code				
Accountant Signature Signature Signature	P. c .	Da	ate				

Township of Brady Kalamazoo County, Michigan FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

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Telephone 269-381-4970 800-876-0979 Fax 269-349-1344

INDEPENDENT AUDITORS' REPORT

Board of Trustees Township of Brady, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Township of Brady, Michigan, as of March 31, 2006, and for the year then ended, which collectively comprise the Township's basic financial statements, as listed in the contents. These financial statements are the responsibility of the Township of Brady, Michigan's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Township of Brady, Michigan, as of March 31, 2006, and the respective changes in financial position thereof for the year then ended in conformity with U.S. generally accepted accounting principles.

The budgetary comparison information, on pages 17 through 19, are not a required part of the basic financial statements, but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it. The Township of Brady, Michigan has not presented the management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be a part of the financial statements.

Sigfied Crase A.C.

BASIC FINANCIAL STATEMENTS

Township of Brady STATEMENT OF NET ASSETS

March 31, 2006

	ernmental ctivities
ASSETS	_
Current assets:	
Cash	\$ 595,714
Receivables (net)	 209,930
Total current assets	 805,644
Noncurrent assets:	
Receivables (net)	1,432,347
Capital assets (net of accumulated depreciation)	 51,421
Total noncurrent assets	 1,483,768
Total assets	2,289,412
LIABILITIES	
Current liabilities:	
Payables	4,778
Contract payable	 161,080
Total current liabilities	165,858
Noncurrent liabilities - contracts payable	 1,428,926
Total liabilities	 1,594,784
NET ASSETS	
Invested in capital assets	51,421
Restricted for public works	34,743
Unrestricted	 608,464
Total net assets	\$ 694,628

				Program	reven	iues	reve ch	(expenses) enues and anges in et assets
	_ <i>E</i> :	xpenses_		arges for ervices	Ope gra	erating nts and ributions	Gov	ernmental ctivities
Functions/Programs								
Governmental activities:								
Legislative	\$	1,890	\$	-	\$	-	\$	(1,890)
General government		202,914		19,880		-		(183,034)
Public safety		111,596		12,627		-		(98,969)
Public works		78,788		37,289		3,907		(37,592)
Community and economic								
development		8,035		3,575		-		(4,460)
Culture and recreation		9,206		-		-		(9,206)
Debt service:								
Interest		95,475		95,475		-		-
Principal		198,520		198,520				
Total various subst								
Total governmental activities	œ	706,424	\$	367,366	\$	3,907		(335 151)
activities	<u>\$</u>	700,424	<u>Ф</u>	307,300	Φ	3,807		(335,151)
	Ger	neral revenu	166.					
		Taxes						139,059
		Permits						8,224
		State grants	s					244,763
		Interest						17,152
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						
	Total general revenues Change in net assets						409,198	
							74,047	
	Net assets - beginning						620,581	
	Net	assets - en	ding				\$	694,628

	_6	General	_	Veed ontrol	_	ewer Debt	gov	Total vernmental funds
ASSETS Cash Receivables Due from other funds	\$	561,061 48,713 48	\$	34,605 138	\$ 	48 593,426 	\$	595,714 1,642,277 48
Total assets	\$	609,822	\$	34,743	<u>\$1,5</u>	593,474		2,238,039
LIABILITIES AND FUND BALANCES Liabilities:								
Payables	\$	1,358	\$	-	\$	3,420		4,778
Due to other funds Deferred revenue				-	1.5	48 590,006		48 1,590,006
				 -				
Total liabilities	_	1,358			1,5	593,474		1,594,832
Fund balances - unreserved, undesignated		608,464		34,743	<u>. </u>			643,207
Total liabilities and fund balances	<u>\$</u>	609,822	<u>\$</u>	34,743	<u>\$1,5</u>	593,474		
Amounts reported for <i>governmental activit</i> (page 5) are different because:	ties i	in the state	emen	t of net as	ssets			
Capital assets used in <i>governmental activities</i> are not financial resources and, therefore, are not reported in the funds. 51,							51,421	
Long-term liabilities, including contracts payable, are not due and payable in the current period and, therefore, are not reported in the funds.								(1,590,006)
Special assessments receivable are not available to pay for the current period's expenditures and, therefore, are deferred in the funds.								1,590,006
Net assets of governmental activities							<u>\$</u>	694,628

Township of Brady STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - governmental funds

DEVENIUE	General	Weed Control	Sewer Debt	Total governmental funds
REVENUES	400.050	C	rh .	Ф 420.0E0
Taxes	\$ 139,059	\$ -	\$ -	\$ 139,059
Licenses and permits	23,206	-	~	23,206
State grants	248,670	-	-	248,670
Charges for services	6,655	•	-	6,655
Interest and rentals	17,152	-	95,475	112,627
Other	15,915	36,438	198,520	250,873
Total revenues	450,657	36,438	293,995	781,090
EXPENDITURES				
Legislative	1,890	-	_	1,890
General government	199,284	-	· -	199,284
Public safety	111,596	_	-	111,596
Public works	57,498	21,290	-	78,788
Community and economic development	8,035	-	-	8,035
Culture and recreation	9,206			9,206
Capital outlay	106	_	-	106
Debt service				
Interest	-	-	95,475	95,475
Principal	-		198,520	198,520
• 1		•	·	
Total expenditures	387,615	21,290	293,995	702,900
•				
NET CHANGES IN FUND BALANCES	63,042	15,148	-	78,190
FUND BALANCES - BEGINNING	545,422	19,595	_	565,017
I OND DALANGES - DEGINNING		10,000		
FUND BALANCES - ENDING	\$ 608,464	\$ 34,743	<u>\$ -</u>	\$ 643,207

Township of Brady STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - governmental funds (Continued)

	go —	Total vernmental funds
Net changes in fund balances - total governmental funds	\$	78,190
Amounts reported for <i>governmental activities</i> in the statement of activities (page 6) are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets are allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation \$(4,143) exceeded capital outlays \$(0) in the current period.		(4,143)
Because some special assessments will not be collected until subsequent periods, they are not considered available revenues and are deferred in the governmental funds. Deferred special assessment revenues decreased by this amount in the current period.		(198,520)
Repayment of principal on long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	_	198,520
Change in net assets of governmental activities	<u>\$</u>	74,047

Township of Brady STATEMENT OF FIDUCIARY NET ASSETS - agency funds

March 31, 2006

ASSE	ETS
------	-----

Cash

\$ 20,902

LIABILITIES

Payables

20,902

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The accounting policies of the Township of Brady, Michigan (the Township), conform to U.S. generally accepted accounting principles (hereinafter referred to as generally accepted accounting principles) as applicable to governments. The following is a summary of the more significant policies.

a) Reporting entity:

The accompanying financial statements present only the Township. There are no component units, entities for which the Township is considered to be financially accountable.

b) Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the Township. The effect of inter-fund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

c) Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the government.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

c) Measurement focus, basis of accounting, and financial statement presentation (continued): The Township reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the Township, except those required to be accounted for in another fund. Revenues are primarily property taxes and state shared revenue.

The Sewer Debt Service Fund accounts for the collection of special assessments and payment of debt for sewer improvements.

The Weed Control Fund accounts for lake weed control expenditures, which are financed through special assessments.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in the government-wide financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board (GASB).

The Township reports two fiduciary funds, its Tax Collection and Agency funds, which account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

- d) Assets, liabilities, and net assets or equity:
 - i) Bank deposits Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Pooled interest income is proportionately allocated to all funds.
 - *ii)* Receivables In general, outstanding balances between funds are reported as "due to/from other funds." No allowance for uncollectible accounts has been recorded as the Township considers all receivables to be fully collectible.
 - *iii)* Capital assets Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, sidewalks, and similar items), are reported in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$1,500 (\$10,000 for infrastructure assets) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Governments can elect to account for infrastructure assets either retroactively to June 15, 1980, or prospectively. The Township has elected to account for infrastructure assets prospectively, beginning April 1, 2005

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

d) Assets, liabilities, and net assets or equity (continued):

iii) Capital assets (continued)

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements

40 years

Equipment

5 - 10 years

- *iv)* Fund equity In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.
- v) Property tax revenue recognition Property taxes are levied as of December 1 on property values assessed as of December 31 of the prior year. The billings are due on or before February 14, after which time the bill becomes delinquent and penalties and interest may be assessed by the Township. Property tax revenue is recognized in the year for which taxes have been levied and become available. The Township levy date is December 1, and, accordingly, the total levy is recognized as revenue in the current year.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY:

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The budget document presents information by fund, function, and department. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year. The Township had no significant budget variations.

NOTE 3 - CASH:

Cash

The Township's cash is as follows:

Go	vernmental				
6	activities		iduciary	Totals	
\$	595,714	\$	20,902	\$ 616,616	

State statutes and the Township's investment policy authorize the Township to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations. The Township's deposits are in accordance with statutory authority. At March 31, 2006, the Township had deposits with a carrying amount of \$616,616.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the Township will not be able to recover its deposits. Deposits are exposed to custodial credit risk if they are not covered by federal depository insurance and are uncollateralized. At March 31, 2006, \$359,371 of the Township's bank balances of \$640,176 was exposed to custodial credit risk because it was uninsured and uncollateralized.

NOTE 3 - CASH (Continued):

The Township believes that it is impractical to insure all bank deposits due to the amounts of the deposits and the limits of FDIC insurance. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the risk level of each institution. Only the institutions with an acceptable estimated risk level are used as depositories.

NOTE 4 - RECEIVABLES:

Receivables as of year end for the Township's individual major and nonmajor funds, in the aggregate, are as follows:

Fund	Ac	counts	Property taxes	as	Special ssessments	gov	Inter- ernmental		Totals
General Weed Control Sewer Debt	\$	1,159 - -	\$ 6,832 - -	\$	138 1,593,426	\$	40,722	\$ 1	48,713 138 ,593,426
Totals	\$	1,159	\$ 6,832	\$	1,593,564	\$	40,722	<u>\$ 1</u>	,642,277

All receivables are considered fully collectible.

NOTE 5 - CAPITAL ASSETS:

Capital asset activity for the year ended March 31, 2006, was as follows:

	Beginning balance	Increases	Ending balance
Governmental activities:			
Capital assets being depreciated:			
Buildings and improvements	\$ 97,600	\$ -	\$ 97,600
Office equipment	21,447	-	21,447
Subtotal	119,047		119,047
Less accumulated depreciation for:			
Buildings and improvements	50,761	1,998	52,759
Office equipment	12,722	2,145	14,867
Subtotal	63,483	4,143	67,626
Governmental activities capital assets, net	\$ 55,564	\$ (4,143)	<u>\$ 51,421</u>

Depreciation expense of \$4,143 was charged to the general governmental function of the Township.

NOTE 6 - LONG-TERM LIABILITIES:

Long-term debt at March 31, 2006, is comprised of the following issue:

Contract payable:

The Township has agreed to remit to the South County Sewer and Water Authority all principal and interest collections arising from special assessments levied on properties served by the Authority. In the event the Authority is unable to meet its debt service requirements, an assessment may be made against the Township of Brady and a neighboring township. The Township has pledged its full faith and credit for the payment of its share of any such deficiency, which has been set at 73.44%.

The summary of debt transactions of the Township for the year ended March 31, 2006, was as follows:

	Beginning balance	Adjustments	Reductions	Ending balance
Contracts payable	\$ 1,788,526	\$ -	\$ (198,520)	\$1,590,006

Debt service requirements at March 31, 2006, were as follows:

	F	Principal	Interest		
Year ended March 31:					
2006	\$	161,080	\$	85,383	
2007		161,080		76,733	
2008		161,080		68,083	
2009		161,080		59,433	
2010		161,080		50,783	
2011-2016	_	784,606	_	124,168	
Totals	\$ 1	1,590,006	\$	464,583	

NOTE 7 - PAYABLES:

	Accounts			Inter- ernmental	<u>Totals</u>		
General Fund Sewer Debt	\$	1,358 -	\$	3,420	\$	1,358 3,420	
Totals	\$	1,358	\$	3,420	\$	4,778	

NOTE 8 - RISK MANAGEMENT:

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured nor participates in a shared-risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Township of Brady NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 9 - DEFINED CONTRIBUTION PENSION PLAN:

The Township provides pension benefits for all its elected officials through a defined contribution plan. The Township does not administer the assets of the plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Michigan state statute assigns the authority to establish and amend benefit provisions to the Township Board of Trustees. Officials are eligible to participate from the date they are elected to office. The Township contributes annually 15% of the officials' base salary or \$100, whichever is more, and participants are fully vested after ten years of continuous service. Officials who leave office before ten years of service are paid a termination benefit of a predetermined amount and the amount forfeited is used to reduce the Township's current period contribution requirement. The Township made the required contributions of \$13,367 for the year ended March 31, 2006.

The Township is not a trustee of the plan, nor is the Township responsible for investment management of plan assets.

REQUIRED SUPPLEMENTARY INFORMATION

REVENUES		Original budget			mended budget		Actual		Variance favorable (unfavorable)	
		•	407.040	•	407.040	•	400.050	•	40.040	
Taxes		\$	127,010	\$	127,010	\$	139,059	\$	12,049	
Licenses and pe	ermits		57,005		57,005		23,206		(33,799)	
State grants			223,200		223,200		248,670		25,470	
Charges for ser			6,250		6,250		6,655		405	
Interest and ren	itals		5,300		5,300		17,152		11,852	
Other		_	16,200	-	16,200		15,915		(285)	
	Total revenues		434,965		434,965		450,657		15,692	
EXPENDITURE	S									
Legislative			2,900		2,900		1,890		1,010	
General govern	ment:						·			
Supervisor			30,600		30,600		27,943		2,657	
Election			1,075		1,075		-		1,075	
Assessor			23,500		23,500		22,521		979	
Clerk			26,400		26,400		25,290		1,110	
Board of rev	iew		1,550		1,550		1,485		[′] 65	
Treasurer			26,400		26,500		26,457		43	
Hall and gro	unds		20,500		20,500		16,029		4,471	
Cemetery			2,750		2,750		1,505		1,245	
Other	•		87,000		86,900	<u></u>	78,054		8,846	
	Total general government		219,775		219,775	_	199,284		20,491	
Public safety:										
Fire/Ambula	nce		97,000		97,000		97,122		(122)	
Building insp	pections	_	47,000		47,000	_	14,474		32,526	
	Total public safety		144,000		144,000		111,596		32,404	
Public works:										
Highways ar	nd streets		66,000		66,000		48,548		17,452	
Street lights			3,900		3,900		3,288		612	
Sewer	·		2,850		2,850		4,284		(1,434)	
Other			3,740		3,740		1,378		2,362	
	Total public works		76,490		76,490		57,498		18,992	

Township of Brady BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

	Original budget	Amended budget	Actual	Variance favorable (unfavorable)	
EXPENDITURES (Continued) Community and economic development - planning and zoning	\$ 8,600	\$ 8,600	\$ 8,035	\$ 56 <u>5</u>	
Culture and recreation: Community Center Historic Village Other	5,500 2,500 1,200	5,500 2,500 1,200	5,500 2,500 1,206	- - (6)	
Total culture and recreation	9,200	9,200	9,206	(6)	
Capital outlay	1,000	1,000	106	894	
Total expenditures	461,965	461,965	387,615	74,350	
NET CHANGES IN FUND BALANCES	(27,000)	(27,000)	63,042	90,042	
FUND BALANCES - BEGINNING	545,422	545,422	545,422		
FUND BALANCES - ENDING	\$ 518,422	\$ 518,422	\$ 608,464	\$ 90,042	

Township of Brady BUDGETARY COMPARISON SCHEDULE - Weed Control

		Original budget		Amended budget		Actual		Variance favorable (unfavorable)	
REVENUES Taxes	\$	36,000	\$	36,000	\$	36,438	\$	438	
EXPENDITURES Public works		36,000		36,000		21,290		14,710	
NET CHANGE IN FUND BALANCES		-		-		15,148		15,148	
FUND BALANCES - BEGINNING		19,595		19,595	_	19,595			
FUND BALANCES - ENDING	\$	19,595	\$	19,595	\$	34,743	\$	15,148	